



<b>Team:</b>	PMI Buffalo Board	<b>Attendees:</b>	JoAnn Boehm, Jeff Manhardt, Mark Kwandrans, Karen Rybak, Janine, Aquilina Tom Wojcik
<b>Roles:</b>	Jeff Manhardt		Facilitation
	Jeff Manhardt		Meeting minutes
	All		Participate
<b>Date:</b>	6/19/12		
	5:51-7:27PM	<b>Absent:</b>	David Lynch

<b>ACTION REGISTER</b>	Action Items are documented on the Open Action Summary.xls
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**Meeting Minutes:**

- Outreach
  - Community - Nicole Tubiolo - Taking over for Liz who is on Maternity leave.
  - Meet with 40 people at United Way
  - Professional - Strategic alliance in progress
  - Educational - Student club with Bryant & Stratton
  - Participated in webinar for educational PM4NP website
  - Corporate presentation - Janine Aquilina - presented strategy for program - will use current approved funding and requested approval to move forward - approval granted to move forward
- Membership
  - Member survey - Planned to release end of next week on schedule
  - Volunteer drive planning started
  - Job fair/volunteer fair - new event or part of existing event - still pending
  - Recommend including one recruiter per event instead of having them all attend one event
  - Transition discussion is needed for new Board structure
  - Board discussed new logo options
    - JoAnn stated PMI GOC requires changes to the logo to update the fonts & colors
    - Previous examples developed by Ron Morgan & Chris Reed



- 7 New examples developed by group from Texas recommended by PMI GOC - this is an investment of \$500
- Top three choices requested to be voted on this weekend
- Professional Development
  - PDD committee started and will run every other two through the summer
  - Project of the year communication distributed to chapter ambassadors
  - Bundle sold for training classes
  - Skills development and peer mentoring - met with recruiters to develop the program
    - Resume & interview development, etc
    - Could dove-tail with membership job fair activities
    - Potential opportunity to bring in new members
  - PMI-ACP prep class folks are starting to go through the process to sit for the test
    - Next session is under review - either internally or through the vendor
    - Somewhat mixed reviews for the vendor performance. More to follow
- President
  - PMI Buffalo annual strategic planning is scheduled for Aug 4th at Merchants with dinner at Pearl St - include directors
    - Agenda distributed - more to follow
- Finance
  - Financial reports were distributed. Please review for accuracy
- Technology & Business Services
  - Acteva replacement started in May. Prompted by issues receiving funds processed by Acteva and high transaction rates. Jeff is the PM. Tom and Pat are key stakeholders.
    - matrix of vendors, requirements and functionality developed. Will be reviewed and scored by stakeholders in July and presented to the Board in August.
  - ProLearn revenue-sharing agreement - discussed as part of self-directed learning
  - [Portfolio of Projects list](#)



- Discussed Confidentiality Policy Approval. Jeff will distribute again and Board will complete disposition at the August strategic planning meeting
- New Scorecard will be addressed during strategic planning
- [Outstanding Action Items](#)

Next meeting - August 4